

# STRAIGHT THROUGH PROCESSING

FORMATTING GUIDELINES FOR NEW ZEALAND

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ANZ provides financial institution clients sophisticated and efficient Straight Through Processing (STP) facilities.

We aim to achieve the highest possible STP rate on incoming payments.

The key to STP is placing the correct information, in the appropriate format, in the applicable fields defined by SWIFT guidelines.

By using the formatting in this guide, financial institutions can reduce the possibility of payment errors, subsequent enquiries and increase their STP rate.

For further information please refer to the SWIFT User Handbook current at the time of issuance.

## KEY / NOTES

M/O - Mandatory or Optional SWIFT field (according to SWIFT Guidelines)

NCC - National Clearing Code

## NOTES

- 1) ANZ NZD Nostro Account number formats are always 6 numeric digits followed by "NZD00001" e.g. /123456NZD00001

## DISCLAIMER

- a) These guidelines are provided by ANZ to assist our Correspondents achieve straight through processing (STP) of their payments and to reduce the likelihood of errors and manual checks, due to formatting of payment instructions. Other factors may affect the ability of a payment to STP, including, lack of covering funds, the quoting of incorrect details in the payment instruction and any anti-money laundering and/or counter-terrorism financing payment filtering issues.
- b) These Guidelines are a general guide and exclude payments sent to **beneficiaries** outside of New Zealand. Please refer to your ANZ NZD Account Manager should you require guidelines for payments to beneficiaries outside of New Zealand.
- c) ANZ expressly disclaims any responsibility and shall not be liable for any loss, damage, claim, liability, proceedings, cost or expense arising directly or indirectly and whether in tort (including negligence), contract, equity or otherwise out of or in connection with this document.

## MT200 FINANCIAL INSTITUTION TRANSFER FOR ITS OWN ACCOUNT

TAG	M/O	FIELD NAME	FORMAT	REMARKS
20	M	Transaction Reference Number	16x	This field must not start or end with a slash "/" or contain a double slash "//".
32A	M	Value Date, Ccy, Amount	6!n3!a15d	
53B	O	Sender's Correspondent	(/1!a)(/34x) (35x)	<p>This field is required if either:</p> <ul style="list-style-type: none"> <li>i) there is a multiple account relationship, and therefore it is required to identify the debit account; or</li> <li>ii) the BIC11 of the Sending Bank is not the owner of the account held with the receiver (e.g. The Sending Bank is a branch of the account owner and has debit authority)</li> </ul> <p>If required:</p> <ul style="list-style-type: none"> <li>&gt; Quote the account number of the account to be debited.</li> <li>&gt; If an NZD account this should always be a 6 digit number followed by "NZD00001" (e.g. 123456NZD00001).</li> </ul> <p><b>Please note</b>, if you are intending to debit an account where you are not the account holder, ANZ must hold the appropriate <b>debit</b> authority from the account holder prior to receiving any payments. If no authority is in place it will result in a delay in processing of your payment.</p>
56A	O	Intermediary	A	Option A is the required option for STP purposes.
57A	M	Account With Institution	A	<p>Requirement is to use option A using only a valid SWIFT BIC for the Account With Institution. A list of valid SWIFT codes is provided at the rear of this document.</p> <p><b>Errors completing this field are the main reason for payments failing to STP</b></p>
72	O	Sender to Receiver Information	6*35x	Use of this field will prevent STP

## MT202 GENERAL FINANCIAL INSTITUTION TRANSFER

TAG	M/O	FIELD NAME	FORMAT	REMARKS
20	M	Transaction Reference Number	16x	This field must not start or end with a slash "/" or contain a double slash "//".
21	M	Related Reference	16x	
13C	O	Time Indication	/8c/4!n1!x4!n	
32A	M	Value Date, Ccy, Amount	6!n3!a15d	
52A	O	Ordering Institution	A	
53A	O	Sender's Correspondent	A	<p>This field is required if either:</p> <ul style="list-style-type: none"> <li>i) there is a multiple account relationship, and therefore it is required to identify the debit account; or</li> <li>ii) the BIC11 of the Sending Bank is not the owner of the account held with the receiver (e.g. The Sending Bank is a branch of the account owner and has debit authority)</li> </ul> <p>If required:</p> <ul style="list-style-type: none"> <li>&gt; Quote the account number of the account to be debited.</li> <li>&gt; If an NZD account this should always be a 6 digit number followed by "NZD00001" (e.g. 123456NZD00001).</li> </ul> <p><b>Please note</b>, if you are intending to debit an account where you are not the account holder, ANZ must hold the appropriate <b>debit</b> authority from the account holder prior to receiving any payments. If no authority is in place it will result in a delay in processing of your payment.</p>
54A	O	Receiver's Correspondent	A	Option A is the required option for STP purposes.
56A	O	Intermediary	A	Option A is the required option for STP purposes.
57A	O	Account With Institution	A	<p>For a payment to an account at ANZ:</p> <ul style="list-style-type: none"> <li>&gt; This field is not required.</li> <li>&gt; If your system is required to populate the field, quote the SWIFT BIC for ANZ (ANZBNZ22).</li> </ul> <p>For a payment to an account at another bank:</p> <ul style="list-style-type: none"> <li>&gt; Option A is required for STP purposes</li> <li>&gt; Use a valid SWIFT BIC for the Account With Institution.</li> </ul> <p><b>Errors completing this field are the main reason for payments failing to STP.</b></p>
58A	M	Beneficiary Institution	A	<p>Option A is the required option for STP purposes.</p> <p>For a payment to an account at ANZ:</p> <ul style="list-style-type: none"> <li>&gt; On the first line quote the complete account number without any spaces preceded with a "/".</li> <li>&gt; The second line should contain the SWIFT BIC documented as owner of the account.</li> </ul> <p>For a payment to an account at another bank:</p> <ul style="list-style-type: none"> <li>&gt; Quote the SWIFT BIC of the beneficiary bank to be credited.</li> </ul>
72	O	Sender to Receiver Information	6*35x	Use of this field will prevent STP.

### Note: MT 202 COV

Where your payment message is a MT202-COV, because of an underlying customer credit transfer, please refer to the MT103 formatting guidelines for specific field formatting guidance.

## MT103 SINGLE CUSTOMER CREDIT TRANSFER

TAG	M/O	FIELD NAME	FORMAT	REMARKS
20	M	Sender's Reference	16x	This field must not start or end with a slash "/" or contain a double slash "//".
13C	O	Time Indication	/8c/4!n1!x4!n	
23B	M	Bank Operation Code	4!c	The codeword "CRED" should be used, unless the sending bank is sending payments covered by a SWIFT Service Level Agreement.
23E	O	Instruction Code	4!c(/30x)	
26T	O	Transaction Type Code	3!c	
32A	M	Value Date/ Ccy/ Interbank Settled Amount	6!n3!a15d	
33B	O	Currency/ Instructed Amount	3!a15d	
36	O	Exchange Rate	12d	Mandatory when currency codes in Field 32A and 33B are different.
50A	M	Ordering Customer	F	Option F is preferred for STP.  To comply with the AML guidelines, Field 50 must contain:  i. Ordering customer account number; in the absence of an account number - a unique reference number; and  ii. Ordering customer full name; and  iii. Full Business/Residential Address of the ordering customer (Where the address is unavailable, or includes a P.O Box, the address may be substituted with a national identity number, customer identification number, or date and place of birth).  <b>P.O. Boxes (and variants thereof) are not considered acceptable based on AML/CTF guidance.</b>
52A	O	Ordering Institution	A	
53A	O	Sender's Correspondent	A	This field is required if either:  i) there is a multiple account relationship, and therefore it is required to identify the debit account; or  ii) the BIC11 of the Sending Bank is not the owner of the account held with the receiver (e.g. The Sending Bank is a branch of the account owner and has debit authority)  If required:  > Quote the account number of the account to be debited. > If an NZD account this should always be a 6 digit number followed by "NZD00001" (e.g. 123456NZD00001).  <b>Please note</b> , if you are intending to debit an account where you are not the account holder, ANZ must hold the appropriate <b>debit</b> authority from the account holder prior to receiving any payments. If no authority is in place it will result in a delay in processing of your payment.
54A	O	Receiver's Correspondent	A	Option A is the required option for STP purposes
55A	O	Third Reimbursement Institution	A	Option A is the required option for STP purposes
56A	O	Intermediary Institution	A	Option A is the required option for STP purposes.  This field should only be used for payments to beneficiaries domiciled outside NZ.

TAG	M/O	FIELD NAME	FORMAT	REMARKS
57A	O	Account With Institution	A	<p>Preference is to use option A using only a valid SWIFT BIC for the Account With Institution. A list of valid SWIFT codes is provided at the rear of this document.</p> <p>Alternatively, options C or D may be used, provided the first line contains a valid NZ NCC, i.e. "//NZ" followed by the 6 digit bank and branch number, e.g. "//NZ010102"</p> <p><b>Errors completing this field are the main reason for payments failing to STP</b></p>
59A	M	Beneficiary Customer	No letter	<p>The no letter option is preferred for STP purposes.</p> <p>The first line should start with "/" and quote the complete 15/16 digit account number, including the 6 digit bank and branch number.</p> <p>The second line should contain the beneficiary account name and address.</p> <p>The account number will take precedence over the beneficiary name.</p>
70	O	Remittance Information	4*35x	
71A	M	Details of Charges	3!a	One of the following codes must be used - BEN/ OUR / SHA.
71F	O	Sender's Charges	3!a15d	If Field 71A = BEN , then Field 71F is mandatory to indicate the charges deducted by the Sender. Currency must be the same as the currency in Field 32A.
71G	O	Receiver's Charges	3!a15d	Optional only if Field 71A is OUR.
72	O	Sender to Receiver Information	6*35x	<p>Use of this field will prevent STP.</p> <p>The use of SWIFT (or bilaterally agreed) codewords is recommended.</p>
77B	O	Regulatory Reporting	3*35x	

## SWIFT BIC CODES FOR MAJOR NZ CLEARING BANKS

<b>FINANCIAL INSTITUTION</b>	<b>SWIFT BIC CODE</b>
ANZ Bank New Zealand Limited	ANZBNZ22
ASB Bank	ASBBNZ2A
Bank of New Zealand	BKNZNZ22
Citibank NA	CITINZ2X
Hong Kong and Shanghai Banking Corporation	HSBCNZ2A
JPMorgan Chase Bank, N.A.	CHASNZ2A
Kiwibank	KIWINZ22
Kookmin Bank	CZNBZ2A
National Nominees Limited	NATANZ22
Rabobank	RABONZ2W
TSB Bank Limited	TSBANZ22
Westpac Banking Corporation	WPACNZ2W

